

Arizona eLearning Task Force

Minutes of the Meeting Wednesday, August 6, 2008 10:00 a.m. – 12:00 p.m. Arizona Department of Education Conference Room 417

Members Present:

DJ Harper – Representing Chris Cummiskey
Casey Loman
Ted Kraver

Joseph O'Reilly
Mark Nichols
Cathy Poplin, Chair

Members Not Present:

Lisa Long
Debra Lorenzen
Rosalina Escandon
Sandi Grandberry
Rod Lenniger

Handouts:

- Agenda for June 2, 2008 and July 15, 2008
- eLearning Task Force Glossary
- A Vision for the ELTF
- Draft Organizations with Technology/eLearning Interests or Resources
- Arizona Technology Council 2008 Legislative Candidate Survey
- eLearning Program Evaluation Categories
- Keeping Pace with K-12 Online Learning Definitions – Casey Loman

Welcome and Introductions – *The meeting is recorded on tape and available for full review.*

Cathy Poplin called the meeting to order at 10:03 a.m. Cathy welcomed those in attendance and asked the ELTF members to introduce themselves and give a brief update.

- Hank Stabler – ADE Consultant, introduced himself with no update
- Joe O'Reilly introduced himself with no update
- DJ Harper introduced himself and reminded the ELTF that the open meeting law applies to emails. If there is an email that an ELTF member would like sent to the entire ELTF, that email should be sent to Cathy Poplin who will then forward it along to the other ELTF members.
- Cathy asked DJ if he could provide an update on the GITA Broadband Initiative under Galen Updike. DJ stated he didn't have any "new" information. However, GITA is considering strategies for improving broadband access in the state. With the intent of improving economic development opportunities and increasing access to eLearning systems. GITA is partnering with other state agencies to look at different strategies to accomplish this goal, including the Department of Education and the State Library Archived Public Records. GITA will produce a strong policy document, outlining this initiative in the near future. GITA is still looking at a governing structure and or organizational structure for Broadband within the state. DJ stated he would keep the ELTF informed regarding the Broadband Initiative.
- Cathy stated that one of the ELTF's new Legislative charges is to work with GITA. Cathy asked DJ if that requirement has been met by having DJ on the ELTF. DJ informed Cathy that GITA has a robust set of standards for state technology agencies

implementing IT projects. DJ's presence does not negate that obligation. However, DJ stated his presence does cover a coordinating effort between GITA and the ELTF.

- Casey Loman introduced herself with no update
- Ted Kraver introduced himself and gave an update. Ted has been asked to work with the P-20 Council and the Arizona Technology Council on a workforce committee working on STEM within P-20 Education. The workforce will try to address the concept of how eLearning can fit within various domains.
- Ruth Catalano introduced herself and informed the ELTF that she has added a few definitions to the eLearning Task Force Glossary
- Mark Nichols introduced himself with no update
- Cathy Poplin introduced herself and gave an update. Cathy was on *Horizon* discussing eLearning and the TAPBI schools in Arizona. Cathy also informed the ELTF that the NCLB will not be reauthorized until after the Presidential election. Cathy is hoping for a continued resolution for the Enhancing Education Through Technology (EETT) at the current level funding for 2010. Cathy is on the SETDA review committee for their published papers, during the last SETDA meeting, they reviewed Broadband. The next paper to come out will cover STEM. Once Cathy has more information she will inform the ELTF.
 - Cathy reported that Scales School in Tempe, AZ was featured in the newspaper. Scales School has stated that they are the first K-5 school to go one-to-one with laptop computers.
 - Cathy informed the ELTF that Sen. Kerry has introduced a bill regarding state web portal which could benefit IDEAL. The only issue is that it has to have matching state funds toward the portal. Currently the state is paying for it with federal funding.
 - Cathy also informed the ELTF that ETAN (Education Technology Action Network) has a petition on their website to address the importance eLearning and educational technology to the presidential candidates.

Approval of Minutes – June 2, 2008 and July 15, 2008

Cathy asked the ELTF to review the meeting minutes from June and July for approval. Cathy asked for a motion to approve the minutes. Cathy informed the ELTF that she added the new ELTF Legislation and responsibilities to the July minutes for clarity. Cathy asked for a motion to approve the June and July minutes. Casey Loman made a motion to accept the June and July minutes. Mark Nichols seconded the motion, no one opposed. Cathy stated she will have the minutes posted to the ELTF website.

Cathy asked her Educational Technology Staff to give an update on what the Department of Education has been working on.

- Nan Williams – Director of Educational Technology informed the ELTF that the revised draft of the Technology Standard will be presented to the State Board in August. Once the State Board approves the draft, Cathy will bring the draft before the ELTF for public comments.
- Brett Hinton – Technology Program Specialist stated he has been working on the EETT Formula grantees letter, informing them of the 2008-09 allocation. The ADE Technology Survey for 2008-09 has been created and is ready for districts to take. This year's survey is more in-depth than previous years. The Educational Technology Unit is also revising the Technology Plan; the next Technology Plan Revision Committee meeting will be August 26, 2008.

Update on amended ELTF legislation and responsibilities – Cathy Poplin

Cathy informed the ELTF that she contacted the education staffers for the house & senate regarding the legislative review of the ELTF. The only person available at the time was Dawn Wallace. Dawn explained the process to Cathy. Dawn will be preparing a letter to Supt. Horne and will send Cathy a copy as well. The letter will give basically the items directly from the legislation which are the things the ELTF needs to do. There will be a hearing with the legislatures and the ELTF will be able to give public testimony. They will be asking specific questions. Dawn explained that the ELTF is in legislation through a certain date, the legislative review committees' determination does not supersede the law. New legislation would need to be drafted and passed.

Reports of activities related to new ELTF responsibilities – All Members

During the last ELTF meeting, Cathy asked members to research different aspects of eLearning.

- Casey's assignment looked at what other states are doing with regards to eLearning. Casey began her assignment by visiting other states Department of Education websites. Casey noticed while visiting the other DOE sites, that everyone developed their own set of definitions. There is not a set standard for eLearning definitions. Casey also noticed that most of the DOE sites referenced to one report published by NACOL, *Keeping Pace with K-12 Online Learning*. This report from NACOL is 400 pages. Casey passed out the definitions section of the report to the ELTF members. Casey stated the report from NACOL focused more on state led initiatives and state led programs. Forty-two states have some form of online program/initiative. There are eight states that do not have an online program/initiative. Casey will continue to research what other states are doing in the area of eLearning, i.e. One-to-One computing, Hybrid models, etc.

Finalize plan of action for ELTF through December 2010 – Cathy Poplin and All Members

Cathy asked the ELTF how to use the information obtained from the various reports. DJ advised the ELTF that the report we submit to the legislature be kept to a minimal and do not make the report too long. DJ suggested to include in every report the definition of "eLearning", since there will be new legislatures every two years. Then the ELTF would select a topic, for example, Online Learning. The report will consist of the definition and list the other online learning projects across the country. For example, state what we are doing in Arizona and then state how Florida and Georgia took it to another level. State what the ELTF is recommending and what the ELTF has learned, no more than one to two pages for the recommendations.

Cathy referred to the recommended course of action created by DJ and provided each member with a copy. The ELTF discussed the various ways to obtain information, how to create the legislative report due at the end of the year and what information to include in the report. Ted suggested each ELTF member use the recommended course of action created by DJ when doing their research on eLearning.

Cathy will gather the information from the ELTF members and create a matrix based on the matrix developed by Mark Nichols at the February meeting. The ELTF research assignments are as follows:

- Casey Loman – eLearning in other states
- Mark Nichols – ASU/digital resources/digital content
- Joe O'Reilly – Formative Assessments and Data
- DJ Harper – Draft a cover page regarding what the ELTF will be doing and can utilize when creating the report to the legislature

- Ted Kraver – Look at the revision of funding for eLearning, online learning and one-to-one computing

Cathy will provide each ELTF member with a list of the assigned tasks.

Review of eLearning Definitions and ELTF Vision – Ruth Catalano and Hank Stabler

Cathy asked Ruth Catalano to develop an eLearning Task Force glossary. The glossary is a list of eLearning and eLearning related terminology. Ruth stated the glossary is now up to forty-two pages, with more definitions being added, the first draft for the definitions was thirty-two pages. DJ commented that the definitions are strong and should be included with the report to the legislature. The ELTF discussed the various definitions.

Hank Stabler created a vision statement for the ELTF. Hank created the vision using the ELTF legislature. The statement is as follows:

In fulfilling the legislative requirements for the committee, the members are committed to:

- *Provide the leadership in advancing the use of eLearning to improve/enhance educational opportunities for Arizona Students*
- *Utilize current research done by credible organizations and institutions to inform and guide development of Arizona's eLearning Strategic Plan. (D.1-2)*
- *Develop recommendations addressing all aspects of eLearning systems to ensure equitable access and improved educational options for K-12 students. (D.4. a-e)*
- *Review and connect the eLearning activities in Arizona that are responsible for or benefit from the development of a high quality trained work force. (D.5.)*
- *Identify and promote effective eLearning systems, content and instructional best practices. (D.4.)*

Hank also handed out a list of technology organizations/eLearning interests or resources. The list of organizations was developed with the intent on forming a partnership or collaborative effort in the area of eLearning.

Cathy was charged with updating the ELTF webpage. Cathy stated the list of definitions will be added to the webpage.

Cathy asked for a motion to adopt the Vision statement as amended. Ted Kraver made a motion to adopt the Vision statement as amended, DJ Harper seconded, no opposes.

Setting of meeting dates through June 2009 – Cathy Poplin

Cathy will send an email to the ELTF members with the tentative meeting dates. Members will vote electronically on their preferred meeting dates from October 2008 to June 2009.

Next Meeting: September 8, 2008

Cathy informed the ELTF that the next meeting date will be September 8, 2008.

Adjourn

DJ Harper made a motion to adjourn, Joe O'Reilly seconded, no opposition. Cathy adjourned the meeting at 12:04 p.m.